



## WIRELESS E-911 SERVICES BOARD

November 12, 2003

10:00 a.m.

110 S. 7<sup>th</sup> Street  
3<sup>rd</sup> Floor Conference Room  
Richmond, Virginia 23219

Members Present:	Jerry Simonoff, Acting Chairman David Von Moll Linda Cage Tracy Hanger Captain John Furlough Sheriff Ron D. Oakes	Gaylene C. Kanoyton Pat Shumate Robert Woltz, Jr. John Howell Chief Henry Stanley Ralph Jones
Members Absent:	Chief Julian Taliaferro	Melvin Breeden
Staff Present:	Steve Marzolf, Coordinator Mel Sheridan, Analyst	Dorothy Spears-Dean, Analyst Terry Mayo – Administrative Assistant

### **1. CALL TO ORDER**

Jerry Simonoff, Acting Chairman, welcomed all in attendance.

Mr. Simonoff informed the Board that the CMRS Subcommittee needed to meet in closed session for a few minutes to discuss a CMRS True Up items to be brought forth in the Service Board meeting.

The subcommittee met until 10:25 a.m. when Mr. Simonoff called the meeting of the Board to order.

### **2. APPROVAL OF SEPTEMBER MINUTES**

Mr. Woltz made a motion, seconded by Chief Stanley, that the Board minutes of September 10, 2003 be approved as presented; passed 11-0-0.

### **3. FINANCIAL REPORT**

Mr. Marzolf presented the July 2003 Financial Report (the same as the September meeting) to the Board per the attached. A more up-to-date has been delayed as result of VITA transition issues as well as some year-end close out issues.

### **4. CMRS MONTHLY STATUS SUMMARY**

Mr. Marzolf gave the Board an overview of the monthly reports filed by each CMRS Provider since the last meeting of the Board as per attached.

## **5. FY2003 PSAP TRUE-UP APPROVAL**

Mr. Marzolf presented the Board with a summary of the True-Ups (attached). Mr. Marzolf informed the Board that the total of estimated cost that had been paid out by the Board at \$20,265,052, the actual that was reported by the localities was \$16,717,267 with a carry-over request of another 3.6 million. Mr. Marzolf informed the Board that there will not be a large amount of money coming back to the Board, nor will there be a large additional amount of money going out from the Board as a result of the True Ups.

Mr. Marzolf requested that the Board consider three PSAP special requests before considering the other reports in a block. The requests were as follows: Augusta County's request that maintenance for CAD based mapping be funded at the wireless percentage; Augusta County's request that emergency medical dispatch program be funded at the wireless percentage; and Virginia Beach's request that "make busy circuits" for wireless trunks be fully funded by the Board. The Board discussed each request.

Mr. Shumate made a motion, seconded by Mr. Woltz that the three requests be explored by a subcommittee of the Board and that the subcommittee should report back to the Board with their recommendations; passed 11-0-0.

Mr. Woltz made a motion, seconded by Chief Hanger, that the first two requests from Augusta County be considered for FY2004 or FY2005 based on the subcommittee's recommendation and not be applied retroactively to FY2003 allowing Augusta County's FY2003 true-up to be considered prior to a final decision on the request; passed 11-0-0.

Ms. Cage made a motion, seconded by Mr. Shumate, that the request from Virginia Beach be considered for FY2004 or FY2005 based on the subcommittee's recommendation and not be applied retroactively to FY2003 allowing Virginia Beach's FY2003 true-up to be considered prior to a final decision on the request; passed 9-1-1, with Mr. Howell voting no and Mr. Woltz abstaining.

Mr. Marzolf informed the Board that a late modification was received from Shenandoah County. They are in the category of additional funding to be provided from the Board. The current amount to be funded is \$1,457.07 and that will be increased to \$5,187.18. The reason for the change is that they had an item listed as router maintenance under the LEC cost of 100%, and in the staff review it was moved to the wireless percentage funding because it was maintenance. Shenandoah County provided staff with evidence that it is not, in fact, maintenance; however, it is the same as the per carrier cost that Sprint charges each PSAP which is funded at 100%. As a result, Mr. Marzolf recommended the modification to Shenandoah County's report. Mr. Marzolf informed the Board that no other change were needed and recommend approval of all PSAP True Ups and Carry Overs.

Mr. Shumate made a motion, seconded by Ms. Cage that the PSAP True Ups and Carry Overs be approved per the attach with the above modification to Shenandoah County; passed 11-0-0.

## **6. OLD BUSINESS**

### **a) Extension Requests (Mathews County)**

Mr. Marzolf presented an extension request for Mathews County as a result of building construction delays. Mr. Marzolf recommended that the Board approve this request. Chief Stanley made a motion, seconded by Ms. Cage, that extension request be approved; passed 11-0-0.

- b) **FY2004 Funding Requests (Caroline County – New, and Wythe – Amended)**  
Mr. Marzolf presented Caroline County's new FY2004 funding request in the amount of \$158,631.20, which includes a mapping display system call counting system and software. Mr. Marzolf recommended approval.

Mr. Marzolf presented Wythe County's FY2004 funding amendment for their mapping system in the amount of \$55,450. Mr. Marzolf recommended approval.

Chief Stanley made a motion, seconded by Mr. Jones, to approve the Caroline County's new request and Wythe County's amended requests; passed 11-0-0.

- c) **Public Education Update**  
Mr. Marzolf informed the Board that Public Education is still a priority, and that a large amount of staff resources are being utilized. Mr. Marzolf provided an update as to the status of Public Education activities to the Board. Two surveys have been completed. The first survey is a web-based survey that was completed by PSAPs. The second survey was a market research survey conducted by VCU to determine public awareness of E-911. Mr. Marzolf said the VCU study was broken down into regions, and they primarily used the State Police areas. He also informed the Board that the results are being collated now, and will be presented in January.
- d) **Nextel Phase II Update**  
At the July meeting the Board authorized up to \$700,000 to deploy the HCAS solution for Nextel. However, at the last meeting, staff announced that a problem with the HCAS solution would prevent the class of service from properly displaying. At that time, not enough input had been received from the PSAPs to determine a proper course of action so no action was taken. Consequently, input was solicited from the PSAP community. Those PSAPs providing input unanimously supported the deployment of the NCAS solution in the interim until a long-term solution can be derived.

## **7. NEW BUSINESS**

**a) CMRS Subcommittee Report (FY2003 CMRS True-ups)**

Mr. Marzolf informed the Board that the CMRS Subcommittee recommended two actions to the full Board. The first was the modification to FY2003 CRMS True-Ups from Verizon Wireless, US Cellular and nTelos. The second was the approval of Virginia Cellular Phase II Funding Request for FY2004. Mr. Von Moll made a motion, seconded by Capt. Furlough, that the Board approve the recommendations from the CMRS subcommittee; passed 11-0-0.

**b) Compliance Testing Proposal**

Mr. Marzolf recommended to the Board that it take on the responsibility to ensure compliance with the FCC requirement by employing a firm to test the accuracy of the Phase II deployments. This would enable the Board to have a third party involved that is not tied to the localities or the carriers to do the testing and report back to the Board the actual performance of the system. Mr. Marzolf is recommending that the pilot project to test the six to seven carriers in the Tidewater Areas would cost of approximately \$50,000. The cost statewide would be approximately \$500,000.

Mr. Marzolf requested the Board to consider authorizing the creation of an RFP, but not approving any funding at this time. The RFP would be structured for the pilot with the extensions to statewide. Mr. Marzolf is recommending that multiple firms be selected to do the testing. John Howell made a motion, seconded by Ms. Cage, that the Board authorize an

RFP to do compliance testing with the understanding that before any contract is signed that it will be brought forward to the Board; passed 11-0-0.

**c) Standalone ALI Issue**

Mr. Marzolf reminded the Board that it previously adopted a policy that Standalone ALI databases would not be supported. A Standalone ALI database is where the ALI databases is actually located in the 911 Center rather than provided by the local exchange carrier, or the phone company. All of the Standalone ALI databases supported by Sprint or Verizon have been discontinued, and those localities are now being served by either Sprint or Verizon. There are two counties (Floyd and Shenandoah County) that are served by telephone companies that serve only those counties. Citizens Telephone serves Floyd County and Shentel serves Shenandoah County. It was hoped that these counties would eventually connect with Sprint or Verizon. However, neither will be able to do so, and it is more cost effective for those counties to go ahead and get a Standalone ALI solution for wireless E-911. Mr. Marzolf wanted to make the Board aware of this, as it is not consistent with Board guidelines.

**d) FY05-06 PSC Budget Item**

Mr. Simonoff briefed the Board on this item. This is in reference to the 911 Network Initiatives that Mr. Marzolf presented at the June Board meeting in regards to developing inter-tandem trunking. Because of its implication beyond just wireless, the E-911 network project was being conducted under the auspices of the Secretary of Technology rather than the Board. During the preparation of the next biennial budget, one of the things considered was projecting this group's activities that into the next two years. As a result, a budget request was prepared for a \$1 million appropriation from the Wireless E-911 Fund for each year of the biennium to fund improvements to the E-911 network. Because of the organizational changes brought about by the creation of VITA, this budget request was presented to the IT Investment Board, the supervisory Board responsible for VITA, for their consideration. This made the budget request public though in the past it would have been considered as confidential working papers of the Governor. During their review of the request, the IT Investment Board requested input from the Wireless E-911 Services Board as to the appropriateness of the proposed request.

Steve Marzolf was asked to provide the Board with examples of how this funding may be utilized. Though some examples were given, specific uses were not provided since the 9-1-1 Network Initiative will not be completed until about June 2004. Mr. Jones made a motion, seconded by Mr. Woltz, that the Board endorse the overall budget request but asked that the expenditure of the funding be at the discretion of the Board due to the lack of specificity on how the funds would be expended; passed 9-0-2.

**8) Adjourn Meeting of the Board**

Mr. Simonoff announced that the next meeting will be held on January 14, 2004, and informed the Board that the permanent CIO should be announced by January 1, 2004. Linda Cage made a motion that the meeting be adjourned, and Ralph Jones seconded the motion. The board voted 12-0-0 to adjourn the meeting.

Respectfully submitted,

Approved by Board: \_\_\_\_\_

(date)